



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3281782818 to Trevor Owen Limited, for the Non-Exclusive Design, Supply, Wash, Repairs and Fabrication of Various Types of Equipment Bags and Medical Bags, for Toronto Fire Services and Toronto Paramedic Services

Date: May 19, 2022
To: Bid Award Panel
From: Acting Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:

Request for Quotation, Ariba Document Number Doc3281782818

Description:

For the non-exclusive design, supply, wash, repairs and fabrication of various types of Equipment Bags and Medical bags for Toronto Paramedic Services and Toronto Fire Services, from July 1, 2022, to June 30, 2023, with the option to renew the contract for four (4) additional, separate one (1) year periods at the sole discretion of the City and subject to budget approval(s).

Should the option(s) be exercised, then the Chief of Toronto Paramedic Services and Toronto Fire Services will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Trevor Owen Limited

Contract Award Value:

\$204,749 net of all applicable taxes and charges
\$231,367 including HST and all applicable charges
\$208,353 net of HST recoveries

Contract is expected to start on July 1, 2022 and end on June 30, 2023.

Option Year 1: July 1, 2023 to June 30, 2024
\$210,892 net of all applicable taxes and charges
\$238,308 including HST and all applicable charges
\$214,604 net of HST recoveries

Option Year 2: July 1, 2024 to June 30, 2025
\$217,219 net of all applicable taxes and charges
\$245,457 including HST and all applicable charges
\$221,042 net of HST recoveries

Option Year 3: July 1, 2025 to June 30, 2026
\$223,735 net of all applicable taxes and charges
\$252,821 including HST and all applicable charges
\$227,673 net of HST recoveries

Option Year 4: July 1, 2026 to June 30, 2027
\$230,447 net of all applicable taxes and charges
\$260,405 including HST and all applicable charges
\$234,503 net of HST recoveries

The total potential contract award including all option years is \$1,106,174 net of HST recoveries, \$1,228,358 including all applicable taxes and charges and \$1,087,042, net of all applicable taxes and charges.

The above cost calculations reflect an estimated 3% Consumer Price Index (CPI) adjustment applied annually to the yearly cost after the initial year.

FINANCIAL IMPACT

The total potential contract award identified in this report, including all option years is \$1,228,358 including all applicable taxes and charges, and \$1,087,042, net of all applicable taxes and charges. The total potential cost to the City, including all option years is \$1,106,174 net of HST recoveries.

Funding for the initial contract award covering July 1, 2022 to December 31, 2022, in the amount of \$56,365 net of HST recoveries is available in the 2022 approved Operating Budget for Toronto Paramedic Services. Funding in the amount of \$56,366 net of HST recoveries for the balance of the contract period to June 30, 2023 will be included in the 2023 Operating Budget submission for Toronto Paramedic Services.

Funding in the amount of \$47,811 net of HST recoveries will be included in the 2022 approved Operating Budget for Toronto Fire Services. Funding in the amount of \$47,811 net of HST recoveries for the balance of the contract period to June 30, 2023 will be included in the 2023 Operating Budget submission for Toronto Fire Services.

Should the City choose to exercise the option(s) to renew for an additional four (4) separate one (1) year periods, then appropriate additional funding will be requested in

the 2023-2027 annual Operating Budget Submissions for Toronto Paramedic Services and Toronto Fire Services.

Table 1: Financial Impact Summary of Recommended Contracts (net of H.S.T. recoveries):

Division/ Cost Centre / GL Element	Initial Year July 1 to December 31, 2022	Initial Year Jan 1 to June 30, 2023	Option Year One July 1, 2023 to June 30, 2024	Option Year Two July 1, 2024 to June 30, 2025	Option Year Three July 1, 2025 to June 30, 2026	Option Year Four July 1, 2026 to June 30, 2027	Total
Paramedic Services/ Various / 4424	\$56,365	\$56,366	\$116,113	\$119,596	\$123,184	\$126,880	\$598,504
Fire Services/ FR0024/ GL4424	\$47,811	\$47,811	\$98,491	\$101,445	\$104,489	\$107,623	\$507,670
	\$104,176	\$104,177	\$214,604	\$221,042	\$227,673	\$234,503	\$1,106,174

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information included in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: March 2, 2022 **Solicitation Closed:** April 5, 2022

Number of Addenda Issued: One (1)

Number of Bids: Two (2)

Table 2: Summary of Bids Received for Ariba Document Number Doc3281782818 including Total Base Bid Price

Supplier Name	Bid Price (excluding H.S.T.)
Trevor Owen Ltd.	\$163,799.50*
123 Fournisseur Medicales Inc.**	\$313,362,624.20

*Pursuant to the Request for Quotation document the contract award value includes contingency.

**Supplier was found non-compliant with mandatory requirements.

DIVISION CONTACTS

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Mark Stuart Adams, Commander Material and Equipment, Toronto Paramedic Services,
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Rhonda Hamel-Smith, Deputy Chief, Toronto Paramedic Services, Telephone: 416-397-0246, Email: Rhonda.Hamel-Smith@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring proponent based on the evaluation criteria included in the Solicitation and meeting the requirements of the Solicitation;

b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;

c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:

1. for a contract funded by the operating budget, 5 years or less including any option years; or

2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. the Solicitation document was advertised on the City's internet website and bids or proposals were submitted electronically in Ariba; and

f. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitation are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Kiruba Sankar
For Sandra Lisi
Acting Chief Procurement Officer